



TENNESSEE COLLEGE  
OF APPLIED TECHNOLOGY  
— DICKSON —  
& CLARKSVILLE CAMPUS

## APPLYING FOR THE TSAC DUAL ENROLLMENT GRANT

Dual-enrolled high school students must take the following steps to apply for the Dual Enrollment Grant with the Tennessee Student Assistance Corporation (TSAC) and be eligible for the grant to fund tuition at the TN College of Applied Technology – Dickson & Clarksville campuses. Failure to complete this application will result in dual-enrolled students being responsible for their own tuition expenses by paying out-of-pocket.

### STEPS:

1. Go to <https://tcatdickson.edu/>.
2. Click on “Future Students”:



3. Click on “Dual Enrollment”:

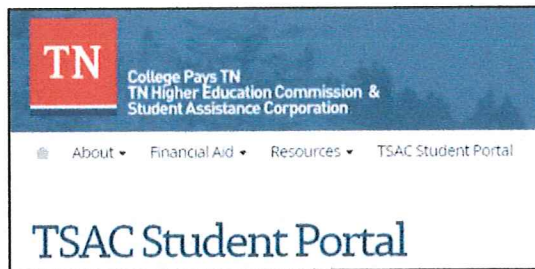


**NOTE:** Do not click on Dual Enrollment Application – this application is not the TSAC application you need to locate

4. Scroll down to “Process” and select #2:



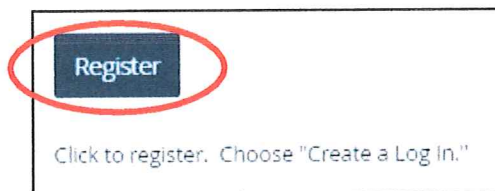
5. You are at the TSAC Student Portal Now!



6. You will need this information handy...

- Student's First Name and Last Name – as it appears on the Social Security card
- Student's Social Security Number – as it appears on the Social Security card
- Student's Date of Birth
- Student's email address (if available)

7. Register as a first time user



8. Enter Create a Login if you are a First Time applicant

The image shows a login form with the title 'Login' in a large, blue, serif font. Below the title are two input fields: 'User Name:' and 'Password:'. At the bottom of the form are two buttons: 'Log In' and 'Create a Log In'. The 'Create a Log In' button is circled in red.

- User Name must be 6 to 25 characters and must be a combination of letters and numbers.
- Passwords are case sensitive, must be 6-25 characters, must include letters and numbers, and cannot contain the User Name, First Name, or Last Name.

9. Complete the form to create your account.

## Create Your Account

Please complete this form to create an account.

- **IMPORTANT:**  
**KEEP A RECORD** of your **Login, Password, Challenge Questions/Answers & Personal Image.**  
**You may want to screen shot, take a photo with your mobile device, or write it all down.**

10. Select these:

### Terms and Conditions

☒ I acknowledge by gaining access to this site I certify that I am the student/borrower or have the student/borrower's permission to access the information. Access without permission may subject you to civil penalties or criminal prosecution.

ClearCreate My AccountExit

11. Click here:

## Account Created

Almost done!  
Click the link below to begin the process of submitting an online application.

[Click here to log in to your account and apply online.](#)

12. Now you can finally login with YOUR login and password you just created!!!  
Answer the challenge question and verify your personal image.

13. Answer the citizenship question and accept or decline

14. Click "Apply":

[Apply](#)[View Summary](#)[FAQs](#)[Send Email](#)[Account](#)[Log out](#)

## Financial Aid Summary

Grant and Scholarship Program Information

15. Select the Dual Enrollment Grant for 2019/2020 here:

### Apply for Scholarships

In order to complete the online application process you must have access to a printer and ADOBE Acrobat Reader in order to view and print your application.

Scholarship	Application Start Date	Application Deadline Date
Red McCombs Scholarship Program	1/2/2019	2/15/2019
Repearschewich Scholarship Program	1/2/2019	7/15/2019
Tennessee Teaching Scholars Program	1/2/2019	4/15/2019
Ministry Teaching Scholars Program	1/2/2019	4/15/2019
Tennessee Graduate Teaching Unit Forgiveness Program	1/2/2019	3/1/2019
Math & Science Teachers Loan Forgiveness Program 2019 - 2020	N/A	N/A
	N/A	N/A
Helping Heroes Grant 2019 - 2020	1/1/2019	5/1/2020
<b>Dual Enrollment Grant 2019 - 2020</b>	1/1/2019	5/15/2020
Middle College Scholarship 2019 - 2020	1/1/2019	6/30/2020
Tennessee Promise Scholarship Award 2020 - 2021	N/A	N/A
TN Reconnect Scholarship Application for 2019 - 2020	10/1/2018	6/30/2020

16. Select "I understand" at the bottom after reading the Dual Enrollment information, and then select Dual Enrollment Grant:

#### Dual Enrollment Grant

The Dual Enrollment Grant is a grant offered to high school juniors and seniors who are enrolled at an eligible high school and who are in pursuit of college credit while dual enrolled at an eligible postsecondary institution. To be eligible, a student must have completed all sophomore academic requirements, complete and submit the Dual Enrollment Grant application by the application deadline date for each semester, be a TN resident for one (1) year, meet admission criteria for dual enrollment.

A student may receive funding for one (1) course per semester. To receive funding for one additional course per semester, the student must meet the minimum HOPE Scholarship academic requirements.

A student who receives the Dual Enrollment Grant for more than four (4) dual enrollment courses over the course of the junior and senior years will have the amount reduced from the HOPE Scholarship on a dollar for dollar basis.

I understand
Cancel

To proceed, select the scholarship in which you are pursuing.

Dual Enrollment Grant
Middle College Scholarship

17. Complete the actual application, answering ALL questions:

## Dual Enrollment Grant Application

Application Information Section

Additional Student Information Section

College/University Information Section

College/University

TCAT-DICKSON 013955-00

18. Read and click here:

**Tennessee Dual Enrollment Grant Program  
Additional Courses Acknowledgement**

This statement serves as acknowledgement that I am receiving an award offered under the Tennessee Dual Enrollment Grant Program, funded from the Tennessee Education Lottery Scholarship Program. *This award does not guarantee acceptance into any institution of higher education or receipt of a HOPE Scholarship.*

Pursuant to Tennessee Code Annotated §49-4-930, I understand that if I enroll in more than four (4) Dual Enrollment Grant courses then funds used for the additional courses will be deducted on a dollar for dollar basis from my HOPE Scholarship award. I further understand that this deduction shall be applied in full against the amount of my HOPE Scholarship award in my first semester. If my HOPE Scholarship award in the first semester is less than the amount of the total deduction, the remaining deduction amount will be applied against my second semester HOPE Scholarship award, and subsequent semesters if necessary, until the deduction is eliminated.

I also acknowledge that college courses taken under the Dual Enrollment Grant Program do not count towards the attempted hours and continuation requirements of the Tennessee HOPE Scholarship once I am enrolled in an eligible postsecondary institution.

☐ I understand the information provided above and submit this electronically signed acknowledgement.

[Next](#) [Cancel](#)

19. Your application is complete after clicking "OK" here:

**Application Confirmation**

Thank you for applying for the Dual Enrollment Grant Program. Your application has been received by the Tennessee Student Assistance Corporation (TSAC). You may print a copy of this application for your own records, please do not mail this application to TSAC or your college or university.

[OK](#)

20. At this point, you will be prompted to print a summary of your application on the monitor. If you have access to a printer, please print this information and submit to the Early Technical College via mail, email or hand delivery. Thank you!



STATE OF TENNESSEE  
 TENNESSEE STUDENT ASSISTANCE CORPORATION  
 SUITE 1510, PARKWAY TOWERS  
 404 JAMES ROBERTSON PARKWAY  
 NASHVILLE, TENNESSEE 37243-0820  
 (615) 741-1346 \* 1-800-342-1663 \* www.tn.gov/CollegePays  
 FAX (615) 741-6101

**Dual Enrollment Grant Application  
 2019-2020**

**Definition: Dual Enrollment Grant**

The Dual Enrollment Grant program is defined as a grant for study at an eligible postsecondary institution that is funded from net proceeds of the state lottery and awarded to students who are attending high school and who are also enrolled in college courses at eligible postsecondary institutions for which they will receive college credit.

**General Requirements and Instructions:**

The Dual Enrollment Grant provides financial assistance to qualified high school students in pursuit of postsecondary study at an eligible Tennessee public or private institution while receiving college credit.

The application must be completed and processed by the deadline date each semester in order for a student to participate and receive funding from this grant. The processing deadline dates for colleges are: September 15 for fall enrollment, February 1 for spring and May 15 for summer enrollment. The processing deadline dates for Tennessee Technology Centers are: November 1 for fall enrollment, March 1 for spring and May 15 for summer enrollment.

To participate in the Dual Enrollment Grant program, a Tennessee high school Junior or Senior must be a Tennessee citizen and resident of the state for one (1) year prior to enrollment and enrolled in postsecondary courses leading towards a degree. For continued participation, a student must maintain a 2.75 cumulative college grade point average that shall be certified by an Enrollment Services representative each semester. Once the courses and minimum cumulative grade point average are certified, a representative of the Bursar's Office shall process the award. **College courses taken under the restrictions of this grant do not count towards the Tennessee HOPE Scholarship eligibility requirements and continuation requirements.**

Students eligible to participate in the Dual Enrollment Grant program may enroll in courses paid at the rate of \$100 per postsecondary semester/term credit hour or approved Tennessee Technology Center schedule. Students who receive the Dual Enrollment Grant amount for more than four (4) dual enrolled courses over the junior and senior years will have the amount reduced from their HOPE Scholarship on a dollar for dollar basis.

Students who enroll in one (1) additional course per semester must meet the HOPE Scholarship eligibility requirements at the time of enrollment as a dual enrolled student. This grant is subject to the availability of funding and shall only be applied towards college tuition. Other discount vouchers received by the student shall be applied toward the cost of tuition prior to utilizing the Dual Enrollment Grant. Other postsecondary institution costs not covered by this grant are the responsibility of the student.

The student shall contact the Admissions Office of the selected eligible postsecondary college to apply for admission and be accepted as a dual enrollment student. The student applying for the Dual Enrollment Grant program must be certified as eligible by the postsecondary institution and gain admission as a dual enrollment student and be enrolled in high school.

For more questions regarding the Dual Enrollment Grant program requirements, please contact the Tennessee Student Assistance Corporation at (615) 741-1346 or toll free at 1-800-342-1663. You may visit our website at [www.TN.Gov/CollegePays](http://www.TN.Gov/CollegePays) for more details.

**STUDENT INFORMATION**

1. Application Date: 07/17/2019
2. Name: Quiana
3. Date of Birth: 05/04/1996
4. Social Security No: XXX-XX-0993
5. Permanent Address: 135 International Blvd, Clarksville, TN 37040
6. Home Phone: (931)572-1694
7. Email Address: quiana096@charternet
8. Date of TN residency: 05/04/1996
9. Citizenship Status: US Citizen
10. Alien Registration #: N/A
11. Gender: Female
12. Race: White
13. Have you been convicted of committing a felony charge involving a controlled substance or dangerous drug? No

**COLLEGE INFORMATION**

14. What Tennessee institution will you attend? TCAT-DICKSON
15. What High School are you attending? CLARKSVILLE HIGH SCHOOL
16. Anticipated Graduation Date: 2020



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☒ I understand the information provided above and submit this electronically signed acknowledgement.

  
 Student's e-signature

07/17/2019

Date